

C O P Y

14 March 1953

MEMORANDUM FOR: All TR(G) Division and Staff Chiefs

SUBJECT : Career Planning for TR(G) Personnel

1. Prepare by 13 March a fairly complete statement of your planning for projected training and rotation of the people in your respective divisions and staffs.

2. Include in this statement:

- (a) Kind of training desired
- (b) Dates
- (c) Where
- (d) The length of time on a full or part-time basis
- (e) Rotation plans

Prepare this in the form of a memorandum to the Deputy Director of Training (General).

3. This information will be the basis for recommendations made to the Office of Training Career Service Board at its April meeting.

DD/TR(G)

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